**North Central Regional Transit District (NCRTD)**
**Resolution 2012 – 28**

**RESOLUTION AUTHORIZING ADOPTION OF INVENTORY/FIXED ASSET POLICY**

**WHEREAS,** the NCRTD was created through legislative enactment (NMSA 1978, Section 73-25-1 et seq.); and

**WHEREAS,** the NCRTD is a sub-division of the State of New Mexico; and

**WHEREAS,** the NCRTD was approved and certified by the New Mexico Department of Transportation on the 14th day of September 2004; and

**WHEREAS,** the NCRTD is authorized to adopt a written Inventory/Fixed Asset Policy pursuant to NMSA 1978 amended 12-6-10

**NOW, THEREFORE, THE NCRTD HERBY RESOLVES AS FOLLOWS:**

The NCRTD herby adopts attachment "A" Inventory/Fixed Asset Policy which is fully incorporated herein by this reference.

**PASSED, APPROVED AND ADOPTED BY THE GOVERNING BODY OF THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT ON THIS 7th DAY OF DECEMBER 2012.**

Daniel Barrone, Chairman

Approved as to form:

Mark Basham, Counsel

# Miscellaneous Inventory/Non Inventory Items for Disposal

| Quantity | Color | Description | Bar Code (if available) | D=Disposal A=Auction | Lot Number (Used for Auction) |
|---|---|---|---|---|---|
| 11 | BLACK | LEATHER SWIVEL CHAIRS | 00207 | A | LOT 1 |
| | BLACK | LEATHER SWIVEL CHAIRS | 00112 | A | LOT 1 |
| | BLACK | LEATHER SWIVEL CHAIRS | 00114 | A | LOT 1 |
| | | | | | |
| 4 | GREY | CLOTH SWIVEL CHAIRS | | A | LOT 2 |
| 4 | MAROON | CLOTH SWIVEL CHAIR | 00073 | A | LOT 2 |
| | MAROON | CLOTH SWIVEL CHAIR | 00136 | A | LOT 2 |
| 1 | BROWN | CLOTH SWIVEL CHAIR | 00166 | A | LOT 2 |
| 1 | MAUVE | CLOTH CHAIR | 00232 | A | LOT 2 |
| 1 | MAROON | LEATHER SWIVEL CHAIR | | A | LOT 2 |
| | | | | | |
| 2 | BEIGE | 4 DRAWER FILE CABINET METAL | 00108 | A | LOT 3 |
| 1 | BLACK | 2 DRAWER FILE CABINET METAL | 00152 | A | LOT 3 |
| 1 | BEIGE | 5 TOP OPENING DRAWER FILE CABINET | | A | LOT 3 |
| 1 | BLACK | MAIL BOX FILE METAL | 00101 | A | LOT 3 |
| 1 | BLACK | 2 DOOR STORAGE CABINET METAL | 00102 | A | LOT 3 |
| | | | | | |
| 1 | BROWN | WOOD 2 SHELF BOOKCASE | 00180 | A | LOT 4 |
| 1 | BLACK | WOOD 2 SHELF BOOKCASE | 00142 | A | LOT 4 |
| 1 | BLACK | TALL BOOKCASE WOOD | 00143 | A | LOT 4 |
| 1 | BROWN | TALL 5 SHELF BOOKCASE WOOD | | A | LOT 4 |
| 1 | TAN | WOOD DESK WITH 3 DOORS WITH KEY BRD | 00135 | A | LOT 4 |
| | | | | | |
| 1 | BROWN | WOOD PRINTER DESK | 00055 | A | LOT 5 |
| 1 | BROWN | WOOD DESK WITH DOOR ON LEFT AND 2 | GUS | A | LOT 5 |
| | | DRAWERS ON RIGHT | | | LOT 5 |
| 1 | CHERRY WOOD | WOOD DESK 4 DRAWERS EACH SIDE | | A | LOT 5 |
| 1 | LIGHT BROWN | WOOD DESK WITH UPPER STORAGEW/LEAF | | A | LOT 5 |
| 1 | BROWN | MAIL BOX FILE WOOD | | A | LOT 5 |
| 1 | CHERRY WOOD | WOOD DESK WITH 3 DRAWERS ON EACH | 00177 | A | LOT 5 |
| | | SIDE/MIDDLE DRAWER BRASS HANDLES | | | LOT 5 |
| 1 | CHERRY WOOD | TWO DRAWER STORAGE CABINET | 00057 | A | LOT 5 |
| | | | | | |
| 3 | BLACK | MOTOROLA STAR TAC CELL PHONE | | A | LOT 6 |
| 13 | BLACK | HP NAVIGATION SYSTEM | | A | LOT 6 |
| 7 | BLACK | QWEST PHONES | | A | LOT 6 |
| | | | | | |
| 4 | BLACK | BROTHER DRUM UNITS DR310CL | | A | LOT 7 |
| 1 | BLACK | GATEWAY TOWER | 00126 | A | LOT 7 |
| 1 | BLACK | DELL MONITOR | | A | LOT 7 |
| 1 | BEIGE | DELL MONITOR | | A | LOT 7 |
| 1 | BLACK | PAPER SHREDDER PRIVACY GUARD | | A | LOT 7 |
| 2 | BLACK | HP OFFICE JET PRINTER 6500A PLUS | | A | LOT 7 |

# Miscellaneous Inventory/Non Inventory Items for Disposal

| Quantity | Color | Description | Bar Code (if available) | D=Disposal A=Auction | Lot Number (Used for Auction) |
|---|---|---|---|---|---|
| 1 | BLACK | HP DESK JET D1660 PRINTER | | A | LOT 7 |
| 1 | WHITE | HP PRINTER | 00054 | A | LOT 7 |
| 1 | BLACK | DELL FLAT SCREEN MONITOR | | A | LOT 7 |
| 1 | GRAY | BROTHER TYPEWRITER | | A | LOT 7 |
| 1 | WHITE | PRINTER KYOCERA/3 TONERS | | A | LOT 7 |
| | | | | | |
| 1 | BLACK | TOSHIBA COPIER, SCANNER,FAX,PRINTER A6274 | | A | LOT 8 |
| | | SUPER 6-3 E-STUDIO 167 | | A | LOT 8 |
| 1 | WHITE | BROTHER PRINTER HL-2270DW | 0051 | A | |
| | | | | | |
| SEVERAL | | KEYBOARDS/PHONES/MOUSES/CORDS ETC. | | A | LOT 9 |
| | | | | | |
| 1 | PLASTIC | CARRING CASE | | A | LOT 10 |
| 1 | CLOTH | SAMSONITE | | A | |
| 1 | LEATHER | LAPTOP CARRING CASE | | A | |
| 1 | NYLON | CARRING CASE | | A | |
| | | | | | |
| 4 | BLACK | KEY BOARD TRAYS UNDER MOUNT | | A | LOT 11 |
| | | | | | |
| 2 | METAL/WOOD | DRY ERASE BOARDS | | A | LOT 12 |
| | | | | | |
| 8 | GRAY | 19" STEEL BUD-TYPE WHEELS | | A | LOT 13 |